



WINTERBERRY CHARTER SCHOOL
ACADEMIC POLICY COMMITTEE dba WINTERBERRY CHARTER COUNCIL

Minutes

01/23/25

6 pm at Winterberry

Anchorage Alaska 99517

Attendance: Mary Alexander, Neil Brauer, Jennifer Fuller, Shana Garrels, Sarah Glaser, Colleen Heaney-Mead, Trevor Holm, Nick Perry, Julie Pepe-Phelps, Becky Porter, Molly Towner, Shannon Uffenbeck,

I. Opening

A. Motto of the Social Ethic by Rudolf Steiner

*"The healing social life is found
when in the mirror of each human soul
the whole community finds its reflection
and when in the community
the virtue of each one is living."*

B. Song - We Shall Be Known

C. Excitement Sharing and Welcoming

II. Approval of Minutes

November: Becky Porter moved to approve the November minutes. Shana Garrels seconded the motion, The November 2024 minutes were approved.
December: Becky Porter moved to approve the December minutes. Shannon Uffenbeck seconded the motion. The December 2024 minutes were approved.

III. Approval of Agenda

Informational report L. (Principal Hiring Committee) was moved to Business C.

IV. Community Comments [3 minutes each] *Please note: This is the public's time to talk and the board's time to listen. Winterberry Charter Council does*

not hear complaints against students or personnel in public session. It is not the board's practice to engage in discussion or to answer questions during community comments. Commenters' names will be recorded in the minutes. Thank you.

V. Informational and Committee Reports

A. Administrator's Report (Julie Pepe-Phelps)

Report attached.

B. Faculty Report (Sarah Glaser)

We started today in 6th grade, with a physics demonstration.

Battle of the Books competitions are in the next 2 weeks

(5th/6th grade team coached by Ms. Glaser, 7th/8th grade team coached by Ms. Towner)

We received a positive letter from the head of assessment regarding reading growth in 3rd grade this year.

C. WPG Report (Colleen and Kelly)

Feb 1 is Winter Faire, a "friendraiser". The money made by the WPG at the Winter Faire goes toward funding school needs.

Volunteers needed- and the sign-up sheet was in Winterberry business.

Auction-Discussions are happening about the possibility of changing the auction to the fall next year. This year, the auction is on April 26.

D. Budget Report (Shana Garrels)

Attached

E. Safety (Julie)

The district rebooted our security cameras after the power outages.

We're trying to stay on top of the ice situation- ice melt, gravel, inside recess.

F. Outdoor Site Committee (Julie)

No report

G. Legislative Policy Committee

a. Alaska Reads Act

H. DEI Subcommittee (Shannon)

They did not meet due to the ice day.

I. Election Subcommittee (Mary)

Report attached. Election will be during Winter Faire, 11am-3pm.

J. Conflict Resolution Subcommittee (Becky)

Meeting minutes attached.

K. Strategic Planning Subcommittee (Neil)

No report

VI. Business

A. 2025 Three Bodies Meeting

Principal Pepe-Phelps will reach out to the WPG president, WCC chair, and faculty chair to schedule a meeting to discuss a possible 3-body meeting.

B. Calendar Discussion

Shana handed out a list of annual tasks that need to be completed by the WCC at specific times in the year. The timing of the Principal evaluation was discussed. Going forward, evaluation questions will be reviewed in December. Feedback will be solicited for the principal evaluation from parents and teachers. February- executive session to go over feedback and meeting with principal (2 meetings), in advance of the new members joining at the February meeting.

Evaluations in January.

C. Principal Hiring Committee (Ruger)

a. VOTE- To confirm principal job posting's salary range

Shannon Uffenbeck moved to approve the salary range of Grade 5, Range A-G. Mary Alexander seconded the motion. The motion was approved.

b. VOTE- To confirm when job posting opens and closes

Neil Brauer moved to approve a job posting of February 1-28, 2025. Becky Porter seconded the motion. The motion was approved.

VII. Closing

a. Gratitude

b. Adjournment:

Neil moved to adjourn the meeting. Becky Porter seconded the motion. The meeting was adjourned at 7:57pm.



January 2025 Budget Report

- FY25 Accounts
 - General Fund
 - No unexpected changes
 - Unallocated Account-Encumbered Funds \$1,029,222
 - FY24 Rollover Funds \$807,580
 - FY25 Increased Funds after count \$221,642
 - WCC approved using up to \$ 110,000 on student support staff
 - WCC approved using \$240,185 to pass FY26 Budget
- Alaska Legislation in Session, Education #1 priority
 - Looking at BSA increase, wanting long term, not one time increase
 - Wanting to pass an increase by March
 - Charter School and correspondence program expansion
 - Teacher union wants return of pensions
 - Lawsuit challenging homeschool allotment allowances

WCC Election Committee Report

1/23/35

Election Committee met on 1/16/25 (see meeting minutes)

Members: Mary Alexander (WCC) Kim Spillane (faculty) Jennifer Estes (parent) Crystal Reeves (parent)

Questions to be addressed at WCC meeting:

- Who votes for Faculty/Staff seats on WCC, the whole community, or just faculty and staff?
- How do we verify eligibility of voters?
- Proposed ballot: Each voter can vote for a number of candidates less than or equal to the number of available seats. The available seats will then be assigned to the candidates who receive the most votes.

Please submit your nominations. Seats A*, C*, E, G, K, M are up for election. (Mark Stover, Becky Porter, Shana Garrels)

WCC Election Committee Meeting Minutes

Meeting date: 1/16/25

Time: 12:45 pm - 1:15pm

Location: 2nd grade classroom at WCS

Attendance: Kim Spillane, Jennifer Estes Crystal Reeves Mary Alexander

Agenda

- A. Reviewed Winterberry Charter School Bylaws Article III Section 1-3
- B. Determined plan for 2025 Elections

- a. Nominations will be solicited via email sent on Friday 1/17/25 and via Winterberry Business sent out on 1/23/25
 - b. Nominations must be submitted by Sunday 1/26 to be included on the ballot.
 - c. Every nominee will be sent a form for submitting platforms/statements
 - d. Platforms/statements will be emailed to the winterberry community on 1/27/25. Physical copies of platforms/statements will be available at the front desk
 - e. Ballots will be available at the front desk from 1/27/25-2/1/25
- C. Assigned tasks that still need to be completed
- a. Mary will speak with Ms. Colleen about holding ballots and platforms at the front desk
 - b. Mary will email Ms. Colleen or Ms. Pepe-Phelps the nomination email
 - c. Ballots and Platforms print outs will be made on 1/26/25
 - d. Ballot box must be made by 1/27/25

WCC Conflict Resolution Subcommittee Meeting

Meeting date: 1/10/25

Time: 2:00 pm

Location: WCS Conference Rm

I. Call to Order

II. Role call: Julie Pepe-Phelps, Shana Garrels, Mary Alexander, Becky Porter, Shannon Uffenbeck

III. Public comment and non-agenda items

IV. Agenda

- A. Discussed thoughts and ideas following review of conflict resolution-related documents shared from December meeting
 - a. How does material answer, "What is the role of WCC in conflict resolution?"
 - WCC should ensure WCS policy is consistent across documents (e.g., Handbooks, Charter, ASD). WCC role is outlined in Charter 2018.
 - b. We talked about specific ideas to clarify what WCC can and can not do if presented with a parent concern/conflict and why (will include in next Charter renewal, draft by Jan 2026)
 - i. Add disclaimer to describe
 - ii. If a parent complaint is brought to WCC, clarify process
 - 1. ASD would route complaint to school grievance committee

2. JPP will ask Robyn Harris (Dir, Choice Schools) to understand who needs to comprise grievance committee
- c. Several suggestions made for next iterations of Faculty and Parent Handbook

B. Next steps

- a. Each person will share suggestions/edits for each document and bring to next meeting
- b. Next meeting 1/24/25, 2:00 pm

C. Other subcommittee business

V. Adjourn